

# Personnel File Review

Review Period: July - September 2010

**Northern Service Area**

Total Number of Reviews:

12

Contractor: Boys and Girls Home of Nebraska

Background Checks	# Yes	# Applicable	% Achieved
1 National	12	12	100.00%
2 Out of State	3	4	75.00%
3 In State	11	12	91.67%
4 Local	12	12	100.00%
5 Internet Search	12	12	100.00%
6 Ongoing Background Checks	2	2	100.00%
7 Exceptions	NA	NA	NA
8 Record Maintenance	12	12	100.00%
8a Work Eligibility Status: E-VERIFY	0	12	0.00%
8b. Work Eligibility Status: US Citizenship Attestation Form	NA	NA	NA
8c. Work Eligibility Status: SAVE Program	NA	NA	NA
Transportation	# Yes	# Applicable	% Achieved
9 Driver's License	12	12	100.00%
10 Auto/Medical Insurance	11	12	91.67%
11 Points Assessed	12	12	100.00%
12 Limitations	11	12	91.67%
13 Defensive Driving Course	11	12	91.67%
Drug Screening	# Yes	# Applicable	% Achieved
14 Drug Tests	12	12	100.00%
References	# Yes	# Applicable	% Achieved
15 References - Home Study Staff	1	1	100.00%
Education	# Yes	# Applicable	% Achieved
16 Education - ALL Employees	12	12	100.00%
17 Education - Home Study Staff	1	1	100.00%
18 Education - Service Coordinator	5	5	100.00%
Training	# Yes	# Applicable	% Achieved
19 ALL STAFF - Initial Training	11	12	91.67%
20 ALL STAFF - Ongoing Training	4	4	100.00%
21 MULTI ETHNIC PLACEMENT	7	7	100.00%
22 ICWA	6	6	100.00%
23 CFS Pre Service Training	5	5	100.00%
24 Ongoing Training - SC/Sup	NA	NA	#VALUE!